

HAZARDOUS MATERIALS INVESTIGATOR

DEFINITION

Under the supervision of the Hazardous Material Coordinator to assist in the administration and implementation of the Hazardous Materials Program and Ordinance requirements.

DISTINGUISHING CHARACTERISTICS

This is a non-public safety position within the Fire Department with responsibility for inspection of hazardous materials facilities.

EXAMPLES OF DUTIES

Duties may include but are not limited to the following:

1. Inspects hazardous materials facilities for compliance with Hazardous Materials Codes and Ordinances. This includes evaluating hazardous materials management and monitoring plans, and on-sight evaluation of chemical storage and chemical use practices.
2. Processes and evaluates hazardous materials permit applications and compliance plans according to ordinance requirements; prepares comments and correspondence or meets permit applicants to explain necessary revisions and additional requirements.
3. Issue Hazardous Materials Permits, computing and collecting fees.
4. Investigates complaints and violations in the storage of hazardous materials and makes appropriate recommendations.
5. Assist in the development and utilization of a Data Management Information System for hazardous materials.
6. Prepares oral and written inspection reports.
7. Assist the Hazardous Materials Coordinator in carrying out special features and programs relating to the Hazardous Materials ordinance.

QUALIFICATIONS

Knowledge, Abilities and Skills

- A. Ability to identify potential hazards in the proposed storage or handling of hazardous materials.
- B. Ability to analyze and interpret codes, regulations, and policies.
- C. Knowledge of chemical properties and uses.
- D. Knowledge of safe storage and handling procedures for hazardous materials.
- E. Knowledge of applicable Federal, State and local regulations pertaining to hazardous materials.
- F. Oral communication skills to effectively interact with the public, City employees, and with owners and operators of hazardous materials facilities.
- G. Writing skills to maintain accurate records and to prepare reports and letters.
- H. Ability to analyze and interpret data and to code it for computer entry.

LICENSE:

Possession of a valid Class III, California Driver's License.

EXPERIENCE AND EDUCATION

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

One year recent experience in industrial or hazardous material inspection, permit issuance, government, health or environmental regulation enforcement, environmental health, industrial hygiene, toxicology or related subject area.

Education:

Equivalent to a Bachelor's Degree in Hazardous Materials, Biology, Environmental Studies, Chemistry, Toxicology, or related field including core courses in Chemistry.

PROBATIONARY PERIOD: One year

676CS88

June, 1985

Revised: August 1988

AAP GROUP: 5

FPPC STATUS: Designated

FLSA STATUS: Non-Exempt

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